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2430 "E" Street, N. W. Washington, D. C. 2 October 1953

25X1A9a

Dear Mr. ::

Commencing this date and for a period of approximately one month, the undersigned will be absent from Headquarters.

Correspondence may be addressed as usual, but all matters will be handled by Mr. under the guidance of 25X1A9a

25X1A9a

Very truly yours,